

CITY OF SHEBOYGAN

CITY PLAN COMMISSION - 4: 00 PM

Tuesday, May 25, 2021

1. OPENING OF MEETINGMEMBERS PRESENT: Mayor Sorenson, Alderperson Mitchell,  
Ryan Sazama, and

Marilyn MontemayorMEMBERS EXCUSED:

Jerry Jones,

David Hoffman,

and John MotiskaSTAFF/OFFICIALS PRESENT:

Planning & Development Director Chad Pelishek and Manager of Planning & Zoning  
Steve Sokolowski

1.1 Call to Order

Chair Mayor Sorenson called the meeting to order.

1.2 Pledge of Allegiance

The Pledge of Allegiance was recited.

1.3 Introduction of committee members and staff.

Introductions were made.

1.4 Identify potential conflict of interest.

No committee member had a conflict of interest.

## 2. MINUTES

Minutes:

2.1 Approval of the Plan Commission minutes from May 11, 2021.

Motion by Ryan Sazama, second by

Marilyn Montemayor

to approve. Motion carried.

## 3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Application for Conditional Use with exceptions by RLO Signs, Inc. to install new signage at Radiant Dental Care located at 2905 S. 12 th Street.

Motion by Ryan Sazama, second by

Marilyn Montemayor

to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Sign shall meet the minimum 20 -foot setback to the curb along S. 12 th Street (closest edge of sign to curb).

It is the applicant s responsibility to insure the sign meets the required setbacks. If there is to be any lighting, lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (no spillover light onto adjacent properties or the streets). Sign location shall not create any pedestrian/vehicular conflicts.

Any temporary signage shall be removed. If there are any amendments to the approved sign, the applicant will be required to submit a new conditional use application reflecting those amendments. Exceptions granted: Applicant is requesting a 20 -foot sign setback to curb. Motion carried.

3.2 Application for Conditional Use with exceptions by Brandl Insurance Agency to install new signage at their office facility located at 502 N. 14 th Street.

Motion by Marilyn Montemayor, second by Ryan Sazama to approve with the following conditions: Applicant shall obtain the necessary sign permits prior

to installation. Applicant shall be permitted to install individual letter signs no cabinet or flat panel signs. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.

There shall be no spillover light onto adjacent properties or the streets. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Exceptions granted: Applicant is requesting three (3) wall signs Motion carried.

3.3 Application for Conditional Use with exceptions by Brandi and Nicholas Conway to operate Millie's Deli and Sandwich Shop at 522 S. Pier Drive.

Motion by Marilyn Montemayor, second by Alderperson Mitchell to approve with the following conditions: Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary liquor license in order to serve alcohol.

Applicant may serve alcohol if and only if all required liquor licenses are obtained. Dumpsters and/or grease receptacles shall be screened/enclosed and constructed of like materials and colors of the facility.

Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.

If staff has any concerns with proposed enclosure design, the matter may be brought back to the Plan Commission for their consideration. Outdoor storage of materials, products or equipment shall be prohibited. All ground level, rooftop mechanicals and/or venting shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).

The applicant shall work with staff on these matters.

If there are any concerns regarding these issues, staff may bring it back to the Plan Commission for review/approval. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.

There shall be no spillover light onto adjacent properties or the streets. Applicant shall install signage meeting the South Pier Design Guidelines and shall work with staff with regards to appropriate signage. Only at such time as

the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).

No outdoor seating is permitted in the Riverfront promenade area without obtaining the required encroachment/Sidewalk Caf, permit. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

3.4 Res. No. 9 - 21 - 22 by Alderpersons Mitchell and Perrella approving the Capital Improvements Program as recommended by the Capital Improvements Commission for the program period of 2022 - 2026 and adopting the program for implementation.

Motion by Ryan Sazama, second by

Marilyn Montemayor to recommend approval. Motion carried.

#### 4. NEXT MEETING

June 15, 2021

#### 5. ADJOURN

##### 5.1 Motion to Adjourn

Motion by Ryan Sazama, second by

Marilyn Montemayor

to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4: 16 p.m.